



The group reserving the space determines the Office of Recreational Services facility reservation charge. Registered Student Organizations and University of Toledo departments pay the University rate while Non-University of Toledo affiliated organizations pay the Community rate. All rates given are without staffing costs. If extra staffing is needed Registered Student Organizations, UT Departments and Community Reservation Groups will be responsible for staffing fees. Staffing fees depend on the nature and time of the event.

Location	University	Community
Natatorium		
SRC Lane (25 yards)	Free	\$17.00 per hour per lane \$18.00 per hour per lane, 5:00pm-7:00pm
Competition Pool	Free	\$125.00 per hour
Leisure Pool	Free	\$110.00 per hour
Leisure Pool Shared	Free	Per person guest pass fee
Diving Well	Free	\$60.00 per hour
Diving Well Shared	Free	Per person guest pass fee
Full Natatorium	Free	\$200 per hour; 2 hour minimum
Health Education Center Pool	Free	\$30.00 per hour plus staffing
Gymnasiums		
SRC Court	Free	\$40.00 per hour
HEC Court	Free	\$40.00 per hour
Morse Center Court	Free	\$40.00 per hour
Lobby Area		
Tabling	Free	\$100.00 per day
Meeting Rooms		
SRC Full Oak Room	Free	\$65.00 per hour
SRC Oak Room	Free	\$55.00 per hour
SRC Hickory	Free	\$25.00 per hour
SRC Sycamore	Free	\$25.00 per hour
SRC Double Meeting	Free	\$40.00 per hour
SRC Elm Room	Free	\$50.00 per hour
SRC Maple Room	Free	\$65.00 per hour
Morse Meeting Room	Free	\$20.00 per hour
Racquetball Rooms		
SRC Racquetball	Free	\$25.00 per hour
Morse Center Racquetball	Free	\$25.00 per hour
Challenge		
Climb Wall	Price depends on package	Price depends on package
Outdoor Spaces		
Carter Field	Free	\$300.00 per hour
Studios		
HEC Dance Studio	Free	\$50.00 per hour
Morse Fitness Studio	Free	\$50.00 per hour

Rental Equipment and Miscellaneous		
<i>Description</i>	<i>Hourly</i>	<i>Daily</i>
Trash	X	\$100.00
Paper Products	X	\$100.00
Scoreboard Operator	\$13.00	X
Swim Equipment (hand paddles, fins, noodles, kickboards)	X	\$2.00
Colorado Timing System	\$35.00	X
Fusion Mobile Station	X	\$50.00

Exclusive Events

- \$300 non-refundable deposit due upon confirmation of date of event. Fee is applied to final invoice.
- Facility Rental Fees: \$1000 for first 2 hours, \$400/hour after first 2 hours, \$100 trash fee
- Staffing Fees: Staff paid per hour, including set up and tear down time. Fees depend upon areas of facility reserved and number of hours of the event.

Staffing Fees

The following charges will be assessed to events that require supervision or additional staffing. Supervision will be determined by the Office of Recreational Services and will depend on the nature and scope of the event, applicable safety standards, and/or recommendations as outlined by the American Red Cross Standards and Recommendations, University of Toledo Policies and Procedures, Ohio Health Codes, and other standards, recommendations, or guidelines published by related sport or recreation associations or organizations.



Employee Charge per hour	Event Billing Rate
Full Time Staffing	
Custodian	\$30.00
CWA Supervisor (HEC community groups only)	\$40.00
Maintenance Staff	\$30.00
Student Staffing	
Aquatics Meet Management	\$11.50
Challenge Specialist	\$10.50
Facility Specialist	\$10.50
Group Fitness Instructor (off-site)	\$50.00
Group Fitness Instructor (on-site)	\$25.00
Guest Service Specialist	\$10.50
Lifeguard	\$11.50
Managers/Supervisors (indoor & outdoor)	\$13.00
Operations Assistant	\$10.50

Aquatics Meet Management: Required anytime a swim meet takes place in a pool.

Challenge Specialist: Required when a special event takes place within the Office of Recreational Services and the climb wall is open.

Facility Specialist: Required any time a special event takes place in the facility to assist with set-up, take down, and clean up.

Guest Service Specialist: Required anytime an event requires an alternative entry location than the main entrance or if it is deemed necessary by the Assistant Director for Business and Marketing to have a staff member present at entry.

Lifeguards: Required anytime a special event takes place in a pool. The number of guards will be determined based upon the number of people and the total pool space that is occupied.

Manager/Supervisor: Required anytime an event is ongoing at times when the facility is closed or if it is deemed necessary by the Assistant Director of Facilities to have a certified staff member present to serve as the Supervisor or Manager. Required to be on site for any special event hosted at an outdoor activity space managed by the Office of Recreational Services.

Operations Assistant: May be required to provide help with set-up, take down, clean up, or general assistance and supervision during an event.

Programming Staff (climb wall, fitness, safety): Required when a special event takes place with Office of Recreational Services staff or instructors instructing event.

University departments may use the Office of Recreational Services facilities free of charge when all participants are UT faculty/staff or students. When those attending an event are not UT faculty/staff or students community charges apply.